

## Senior Leadership Team minutes Monday 19 February 2018

### Members

Elizabeth Denham (chair)	Information Commissioner
Paul Arnold	Deputy Chief Executive Officer
Emma Bate	General Legal Counsel
James Dipple-Johnstone	Deputy Commissioner (Operations)
Steve Wood	Deputy Commissioner (Policy)

### Attendees

Robert Parker	Head of Corporate Affairs
Jonathan Bamford	Head of Parliamentary and Government (agenda item 3 only)

### Secretariat

Peter Bloomfield	Senior Corporate Governance Manager
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### 1. Introductions and apologies

There were no apologies.

### 2. Matters arising from the previous meeting

#### Minutes

The minutes of the previous meeting were agreed subject to minor amendment.

#### Actions and decisions

Outstanding actions were cleared.

Steve Wood advised he would bring an updated draft Children's Strategy to an informal Senior Leadership Team meeting in the near future.

There was discussion about further actions and it was agreed for these to be remitted to other groups in the ICO.

### **3. Update on the Data Protection Bill**

#### Issue

Jonathan Bamford introduced a further update on the passage of the Data Protection Bill. Key areas of interest for the ICO were discussed in detail, as was the need to agree briefing by the end of the week.

#### Actions

Steve Wood and Jonathan Bamford to consider and agree a format for reporting to Senior Leadership Team informal meetings on the progress of the Bill.

### **4. Data protection fee – penalties for non-payment**

#### Issue

Following the Bill receiving Royal Assent, the new Data Protection Act is expected to allow the Commissioner to issue a monetary penalty for non-payment of the data protection fee.

Paul Arnold introduced a paper putting forward possible levels of penalties for non-payment of fees.

#### Decision

The proposed option was agreed.

### **5. Data Protection Practitioners' Conference (DPPC) update**

#### Issue

Robert Parker provided an oral update on preparation for the DPPC. It was confirmed that the helpline would not be affected by the need for the office to provide staff to support the conference.

#### Actions

Robert Parker to consider how best to manage the process for deciding on the Data Protection Officer award.

### **6. Risk and opportunity management**

#### Issue

The risk and opportunity register was presented for information.

### **7. Any other business**

There was discussion on the provision of sectoral guidance being a communications priority with a reference in the Information Rights Strategic Plan.